



CITY OF HOUSTON
HOUSING AND COMMUNITY DEVELOPMENT DEPARTMENT

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March 27, 2017

Subject: Letter of Clarification No.1
Economic Development Initiative (EDI) and Section 108 Loan Guarantee Program for the
Housing and Community Development Department

Reference: Request for Proposal No.: T26095

To all Prospective Respondents:

This Letter of Clarification is issued for the following reasons:

- In Part 1, Section B. Page 4, replace with Page 4A March Revised.

This Letter of Clarification will be considered part of the solicitation referenced above.

Furthermore, it is the responsibility of each BIDDER to obtain any previous Letter(s) of Clarification associated with this solicitation.

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TR:TM:tr

attachment

ECONOMIC DEVELOPMENT INITIATIVES AND SECTION 108 LOAN PROGRAM
REVISED March 27, 2017

A. ELIGIBILITY (CONTINUED):

1. Eligible Types of Projects:
 - Micro Enterprise Loan Program;
 - The implementation of a loan program for small businesses with five or fewer employees, to provide affordable financing, technical assistance, or support services.
 - Revolving Loan Fund;
 - The implementation of a revolving loan program to support local economic development needs.
 - Special Development Project Fund;
 - Development projects including acquisition, construction, rehab, or installation of commercial buildings.
 - Single Family Rehab and Replacement Program;
 - Rehabilitation of Single-Family housing residences.
 - Multi-Family Housing Program;
 - ~~The development~~ Rehabilitation of multi-family housing.
 - Public Facilities (*pending HUD approval)
 - Projects for the acquisition, construction, or rehabilitation of public facilities and improvements.
2. Ineligible Types of Projects:
 - Proposed projects located within the 100-year flood plain will not be considered.

B. THRESHOLD REQUIREMENTS:

In order to qualify for EDI/108 funding, the following threshold requirements must be met.
Proposals that do not meet threshold will not be scored.

1. Applicant will initially submit a Narrative Project Proposal, Project Budget, and Sources and Uses of Funds Statement. The Attachments detailed in Exhibits B, C, and D will be submitted after a pre-submittal meeting.
2. Site Control is required for all projects. Agencies must present as evidence of ownership a certified copy of a General or a Special Warranty Deed that has been obtained from the deed records of the county where such property is located, confirming fee simple ownership of the facility to be renovated, and a recent title search that details any encumbrances.
 - a) For applicants seeking funding for acquisition projects please provide an earnest money contract containing terms, conditions, and a recent appraisal. Please note that no additional funds should be expended or actions taken (such as acquisition, leasing, demolition, construction, or rehabilitation) until the environmental review process is complete.
 - b) Agencies leasing facilities must present satisfactory evidence that the subject property will be under site control for at least 15 years post-renovation.
3. A Phase I Environmental Site Assessment is required with the Proposal. Should further environmental assessment be warranted, the City will work with Applicant to determine project eligibility.